



Corporate Overview Group

Tuesday, 7 July 2020

Consideration of Scrutiny Group Work Programmes

Report of the Executive Manager – Finance and Corporate Services

1. Purpose of report

1.1. The terms of reference for the Corporate Overview Group accepted at Council in May 2019 clearly state that a key responsibility of this Group is to:

- Create and receive feedback on work programmes for the Growth and Development, Communities, and Governance Scrutiny Groups based on the Cabinet Forward Plan, Corporate Strategy, Medium Term Financial Strategy, Investment Strategy and Transformation Plan.

1.2. Work programmes for each of the groups during 2020/21 were initially drawn up in February 2020. To ensure that scrutiny is responsive, effective and an essential part of the Council's decision-making process, it is important that Corporate Overview Group considers the work programmes each time it meets taking into account changes to the Council's Forward Plan and any topics for potential scrutiny submitted by Councillors, especially in light of the Covid19 pandemic.

2. Recommendation

It is RECOMMENDED that the Corporate Overview Group:

- a) review the current work programme for each of the scrutiny groups (Appendix Two)
- b) consider any additional items for scrutiny from the current Cabinet Forward Plan, Corporate Strategy, Medium Term Financial Strategy, Investment Strategy and Transformation Plan
- c) consider the scrutiny matrices submitted by Councillors included at Appendix Three (and any comments on the new matrix)
- d) determine if any additional topics should be included in a scrutiny group work programme.

3. Reasons for Recommendation

3.1. To fulfil the requirements of the terms of reference for the Corporate Overview Group and ensure effective scrutiny of decisions.

4. Supporting Information

- 4.1. In March 2019, Council adopted a new structure for scrutiny comprising of one Corporate Overview Group and three additional Scrutiny Groups focused on Growth and Development, Communities, and Governance. The Corporate Overview Group is responsible for setting the work programmes for all scrutiny groups based on the Cabinet Forward Plan, Corporate Strategy, Medium Term Financial Strategy, Investment Strategy and Transformation Plan. Links to these documents can be found via the internet links at **Appendix One**.
- 4.2. **Appendix Two** shows the work programmes for all scrutiny groups as agreed in February 2020 2019 by the Corporate Overview Group. The Group is asked to consider if the work programmes remain appropriate and achievable for the current year. Members of the Corporate Overview Group are further requested to consider whether the timings of any of the topics chosen to scrutinise in February 2020 should alter as a result of the Coronavirus pandemic.
- 4.3. Any additional items identified from the Cabinet Forward Plan, Corporate Strategy, Medium Term Financial Strategy, Investment Strategy and Transformation Plan, highlighted by members of the Group, or raised by officers, should be assessed against the scrutiny matrix to inform the decision to include them on a scrutiny group work programme.
- 4.4. Councillors have identified a number of topics they believe to be suitable for scrutiny by the Council's Scrutiny Groups over the next twelve months. Each of these potential topics has been developed into a scrutiny matrix for discussion by members of Corporate Overview Group. These are included at **Appendix Three**. The Group is invited to discuss these and make a judgement about whether they should be included in the work programme for a particular scrutiny group during the coming year. Members of the Group will note that a new Scrutiny Matrix has been developed and officers would welcome feedback from Councillors at the meeting.
- 4.5. It is important to note that the purpose of scrutiny is to:
- scrutinise a topic in more depth than the Cabinet can in advance of a Cabinet decision with the purpose of informing the decision to be made by Cabinet
 - investigate topics of concern to residents resulting in recommendations to Cabinet with the purpose of improving Council services
 - monitor the progress of the Corporate Strategy to ensure the Council is meeting its stated priorities accepting that this may require more in-depth scrutiny of specific strategic projects at appropriate times
 - hold the Executive to account on behalf of the residents of the Borough to ensure sound decisions are made.
- 4.6. The Group is reminded that there will be cases in which scrutiny is not necessary or appropriate at this time. Officers will be clear in providing reasons where they feel this is the case. Councillors are also asked to be

mindful of the resources available for scrutiny and listen to the advice of officers present in the meeting.

5. Risks and Uncertainties

5.1. There are no direct risks associated with this report.

6. Implications

6.1. Financial Implications

6.1.1. There are no direct financial implications arising from the recommendations of this report.

6.2. Legal Implications

6.2.1. This report supports effective scrutiny. There are no direct legal implications arising from the recommendations of this report.

6.3. Equalities Implications

6.3.1. There are no direct equalities implications arising from the recommendations of this report.

6.4. Section 17 of the Crime and Disorder Act 1998 Implications

6.4.1. There are no direct Section 17 implications arising from the recommendations of this report.

7. Link to Corporate Priorities

Quality of Life	Scrutiny of issues of concern to residents can lead to improvements in their perceived Quality of Life
Efficient Services	Scrutiny of issues of concern to residents can lead to more efficient services.
Sustainable Growth	Scrutiny of issues of concern to residents can lead to Sustainable Growth.
The Environment	Scrutiny of issues of concern to residents can lead to improvements in the Environment

8. Recommendations

It is RECOMMENDED that the Corporate Overview Group:

- a) review the current work programme for each of the scrutiny groups (Appendix Two)

- b) consider any additional items for scrutiny from the current Cabinet Forward Plan, Corporate Strategy, Medium Term Financial Strategy, Investment Strategy and Transformation Plan
- c) consider the scrutiny matrices submitted by Councillors included at Appendix Three (and any comments on the new matrix)
- d) determine if any additional topics should be included in a scrutiny group work programme.

For more information contact:	Peter Linfield Executive Manager - Finance and Corporate Services Tel: 0115 9148439 plinfield@rushcliffe.gov.uk
Background papers available for Inspection:	
List of appendices:	Appendix One – Document Links Appendix Two – Work Programmes 2020-21 Appendix Three – Requests for Scrutiny

Links

Cabinet Forward Plan

<https://democracy.rushcliffe.gov.uk/mgListPlanItems.aspx?PlanId=149&RP=137>

Corporate Strategy

https://www.rushcliffe.gov.uk/media/1_rushcliffe/media/documents/pdf/publicationscheme/3whatourprioritiesareandhowwearedoing/Corporate%20Strategy%202019-23.pdf

Medium Term Financial Strategy, Investment Strategy, Transformation Plan

<https://democracy.rushcliffe.gov.uk/documents/s6326/budget%20and%20financial%20strategy%202020-21.pdf>

Work Programme 2020-21 – Corporate Overview Group

	Items / Reports
7 July 2020	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Implementation of Change – Scrutiny ○ Feedback from Scrutiny Group Chairmen ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○ Health and Safety Annual Report • Additional Item <ul style="list-style-type: none"> ○ Impact of Covid19 on Performance
4 August 2020	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Implementation of Change – Scrutiny ○ Feedback from Scrutiny Group Chairmen ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○ Customer Feedback Annual Report
22 September 2020	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Implementation of Change – Scrutiny ○ Feedback from Scrutiny Group Chairmen ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management ○ Consideration of Future of Scrutiny • Rolling Items <ul style="list-style-type: none"> ○ xx
15 December 2020	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Implementation of Change – Scrutiny ○ Feedback from Scrutiny Group Chairmen ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○ Diversity Annual Report
23 March 2021	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Implementation of Change – Scrutiny ○ Feedback from Scrutiny Group Chairmen ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○ xx

Draft Work Programme 2020-21 – Governance Scrutiny Group

	Items / Reports
30 July 2020	<ul style="list-style-type: none"> • Fraud Annual Report 2019/20 • Internal Audit Progress Report Q4 2019/20 • Internal Audit Annual Report 2019/20 • Risk Management Strategy 2020-2023 (including the impact of Covid-19) • Annual Capital and Investment Strategy Report 2019/20 • Annual Governance Statement 2019/20 • Constitution Updates
29 September 2020	<ul style="list-style-type: none"> • Statement of Accounts 2019/20 • Internal Audit Progress Report – 5 month update 2020/21
24 November 2020	<ul style="list-style-type: none"> • Internal Audit Progress Report • Annual Audit Letter • Treasury and Asset Investments – 6 monthly update
4 February 2021	<ul style="list-style-type: none"> • Internal Audit Progress Report • Internal Audit Strategy • External Audit Annual Plan • Treasury and Asset Investments Strategy– update • Risk Management
18 May 2021	<ul style="list-style-type: none"> • Internal Audit Progress Report • Internal Audit annual Report • Annual Governance Statement

Work Programme 2020-21 – Growth and Development Scrutiny Group

	Items / Reports
15 July 2020	<ul style="list-style-type: none"> • Management of open spaces in new developments – part one • Customer service and digital transformation • Business support and economic recovery
25 August 2020	<ul style="list-style-type: none"> • Abbey Road Developer Presentation • Planning enforcement policy – part one
14 October 2020	<ul style="list-style-type: none"> • Management of open spaces in new developments – part two • Planning Enforcement Policy – part two
20 January 2021	<ul style="list-style-type: none"> • Town Centres update
21 April 2021	<ul style="list-style-type: none"> •

Work Programme 2020-21 – Communities Scrutiny Group

	Items / Reports
23 July 2020	<ul style="list-style-type: none"> • Dog Fouling, Littering and Fly Tipping – part one • Resources and Waste Strategy – An update

27 August 2020	<ul style="list-style-type: none"> • Fireworks (Council motion) • Rushcliffe Equality Scheme
15 October 2020	<ul style="list-style-type: none"> • Flooding and Drainage • The Future of Edwalton Golf Courses
28 January 2021	<ul style="list-style-type: none"> • Dog Fouling, Littering and Fly Tipping – part two • Carbon Management Plan
29 April 2021	<ul style="list-style-type: none"> •

Rushcliffe Borough Council – Scrutiny Matrix

Councillor Request for Scrutiny	
Proposed topic of scrutiny ...	Review the use of fireworks and light shows at Council run events
I would like to understand ... (key lines of enquiry)	<p>This follows the Council resolution on 5 March 2020, which launched a public campaign to raise awareness of the impact of fireworks on vulnerable people and animals, encourage advertising of events, provide information on alternatives, and also referred to scrutiny a review of use of fireworks and light shows at Council run events.</p> <p>Lines of Enquiry:</p> <ol style="list-style-type: none"> 1. Audit of events run by the Council in past 3 years where fireworks were used. To include the occasion, venue, cost, length of time the display lasted, types of fireworks and their decibel levels, public reaction, any accidents or health and safety impacts and feedback recorded at the time. 2. Review of research and campaigns on the impact of fireworks on the health and wellbeing of children and adults with a range of conditions. 3. Review of research and campaigns on impact of fireworks on pets, farm animals, horses and wildlife. 4. Consideration in 2 and 3 above the different level of impact at varying decibel levels, and the implications of this for where and how displays are organised. 5. Research the availability of quieter/silent fireworks. 6. Research alternatives such as laser shows and light shows, and how these options could work at Rushcliffe venues. 7. Conduct a survey or otherwise gauge public opinion on moving away from louder fireworks to other options. 8. Work up some options for future events, to

	consider positive and negative impacts, risk analysis and costs and recommend one of the options.	
I think this topic should be scrutinised because ... (please tick)	<input type="checkbox"/>	Poor Performance Identified
	<input type="checkbox"/>	Change in Legislation or Local Policy
	<input checked="" type="checkbox"/>	Resident Concern or Interest
	<input type="checkbox"/>	Cabinet Recommendation
	<input type="checkbox"/>	Links to the Corporate Strategy
	<input type="checkbox"/>	Other (please state reason)
Officer Consideration of Councillor Request for Scrutiny		
Officer Feedback (please tick)	<input checked="" type="checkbox"/>	Officer Comment
- Issue already being addressed	<input type="checkbox"/>	
- Issue has already been considered in the last 2 years?	<input type="checkbox"/>	
- Issue is a legal matter	<input type="checkbox"/>	
- Issue of a complaint investigation	<input type="checkbox"/>	
- Issue is a staffing matter	<input type="checkbox"/>	
- There is an alternative way of dealing with the issue	<input type="checkbox"/>	
Is there sufficient capacity ...		
- Scrutiny Work Programme?	<input checked="" type="checkbox"/>	Over the Summer
- Officer Resources?	<input checked="" type="checkbox"/>	Sufficient capacity identified
Recommendation	Item to be placed on the agenda for the Communities Scrutiny Group	
Lead Officer	Derek Hayden, Community Development Manager	
Proposed Timescale for Scrutiny and Scrutiny Group	August 2020	

Rushcliffe Borough Council – Scrutiny Matrix

Councillor Request for Scrutiny	
Proposed topic of scrutiny ...	The provision of cycle paths in the Borough
I would like to understand ... (key lines of enquiry)	<p>The recent traffic chaos generated from the closing of Clifton Bridge highlights the need of the Borough to embrace and encourage alternative forms of transport into Nottingham. Half of Rushcliffe residents work in Nottingham and one of the best ways to travel into the city for the people of Rushcliffe is on their bikes.</p> <p>Through the scrutiny process we can look in detail at:</p> <ol style="list-style-type: none"> 1. The building of cycle paths as a condition of all new housing estates, 2. The connection of cycle paths in new developments to the existing cycling infrastructure, 3. A commitment to work more closely with Nottinghamshire County Council and Nottingham City to have a more holistic approach to our cycling infrastructure, 4. Revisit and see what can be learned from Rushcliffe’s Cycling Strategy from 1995 and consider how we can readapt this or write a new one, 5. An audit of the existing provision and a consider what paths require an upgrade and how we can make better use of what we already have in place, e.g. the incorporation of the subway under the A52 so the young people of Ruddington can cycle to Rushcliffe School safely and also making all of our paths open to cyclists. <p>I would invite scrutiny to extend an invitation to the public and interested parties - Pedals, school children, Head Teachers, environmental groups and Public Health as they will have views that will impact our decisions.</p>
I think this topic should be scrutinised because ...	<input type="checkbox"/> Poor Performance Identified
	<input type="checkbox"/> Change in Legislation or Local Policy
	<input checked="" type="checkbox"/> Resident Concern or Interest

(please tick)		Cabinet Recommendation
	✓	Links to the Corporate Strategy
		Other (please state reason)
Officer Consideration of Councillor Request for Scrutiny		
Officer Feedback (please tick)	✓	Officer Comment
- Issue already being addressed	×	
- Issue has already been considered in the last 2 years?	×	
- Issue is a legal matter	×	
- Issue of a complaint investigation	×	
- Issue is a staffing matter	×	
- There is an alternative way of dealing with the issue		Potentially. The Cycle Network within the Borough is provided and managed by the County Council. Officers work behind the scenes with the Highways Authority to influence and advise on needs within the Borough but ultimately have no control over where cycle routes are planned. Officers could raise the concerns of Councillors with the County Council in a bid to influence future developments.
Is there sufficient capacity ...		
- Scrutiny Work Programme?	×	Not at the present time, although the programme post January 2021 is currently clear.
- Officer Resources?	×	Not at the present time. The majority of the work to inform this review would fall to a post that has yet to be recruited to as a result of delays caused by Covid19.
Recommendation	Officers are asked to talk to colleagues at the County Council Highways Authority and raise Councillors concerns in anticipation of a future item being considered in 2021.	
Lead Officer		
Proposed Timescale for Scrutiny and Scrutiny Group	January 2021 at the earliest.	

Rushcliffe Borough Council – Scrutiny Matrix

Officer Request for Scrutiny		
Proposed topic of scrutiny ...	Economic Impact of Covid19 and plans to support recovery in Rushcliffe	
I would like to understand ... (key lines of enquiry)	<ul style="list-style-type: none"> What impact Covid19 has had on local businesses Which sectors/people have been most impacted What plans are in place for recovery What support is available to businesses from the Council and others 	
I think this topic should be scrutinised because ... (please tick)		<input type="checkbox"/> Poor Performance Identified <input type="checkbox"/> Change in Legislation or Local Policy <input type="checkbox"/> Resident Concern or Interest <input type="checkbox"/> Cabinet Recommendation <input checked="" type="checkbox"/> Links to the Corporate Strategy <input checked="" type="checkbox"/> Other (please state reason) Critical issue at the moment in response to Covid 19
Officer Consideration of Councillor Request for Scrutiny		
Officer Feedback (please tick)		Officer Comment
- Issue already being addressed	x	
- Issue has already been considered in the last 2 years?	x	
- Issue is a legal matter	x	
- Issue of a complaint investigation	x	
- Issue is a staffing matter	x	
- There is an alternative way of dealing with the issue	x	
Is there sufficient capacity ...		
- Scrutiny Work Programme?	✓	
- Officer Resources?	✓	Officers have already started drafting a report in anticipation of scrutiny

Recommendation	Item to be placed on the agenda for Growth and Development Scrutiny Group
Lead Officer	Leanne Ashmore
Proposed Timescale for Scrutiny and Scrutiny Group	July 2020

Rushcliffe Borough Council – Scrutiny Matrix

Officer Request for Scrutiny		
Proposed topic of scrutiny ...	Rushcliffe Equality Policy update	
I would like to understand ... (key lines of enquiry)	<p>The current Equality Policy expires in 2020 and needs to be reviewed and updated.</p> <p>The revised Policy aims to be fully inclusive, reflecting the needs of the whole community. To achieve this aim and embed the Policy within the organisation, Cabinet is recommending active involvement from the Communities Scrutiny Group to help shape the Policy's inclusivity (July 2020).</p>	
I think this topic should be scrutinised because ... (please tick)		Poor Performance Identified
	<input checked="" type="checkbox"/>	Change in Legislation or Local Policy
		Resident Concern or Interest
	<input checked="" type="checkbox"/>	Cabinet Recommendation
		Links to the Corporate Strategy
		Other (please state reason)
Officer Consideration of Councillor Request for Scrutiny		
Officer Feedback (please tick)	<input checked="" type="checkbox"/>	Officer Comment
- Issue already being addressed	<input type="checkbox"/>	
- Issue has already been considered in the last 2 years?	<input type="checkbox"/>	
- Issue is a legal matter	<input type="checkbox"/>	
- Issue of a complaint investigation	<input type="checkbox"/>	
- Issue is a staffing matter	<input type="checkbox"/>	
- There is an alternative way of dealing with the issue	<input type="checkbox"/>	
Is there sufficient capacity ...		

- Scrutiny Work Programme?	✓	
- Officer Resources?	✓	
Recommendation	Item to be placed on the agenda for Communities Scrutiny Group	
Lead Officer	Kath Marriott	
Proposed Timescale for Scrutiny and Scrutiny Group	August 2020	